



**Tennessee Department of Environment and Conservation  
Pickwick Landing State Park Manager 3  
Division of Tennessee State Parks, Bureau of Parks and Conservation  
Annual Salary Range: \$46,284.00-\$74,052.00**

**About the Tennessee Department of Environment and Conservation (TDEC)**

The department is responsible for:

- Safeguarding the health and safety of Tennessee citizens from environmental hazards
- Protecting and improving the quality of Tennessee's land, air, and water
- Managing Tennessee State Parks system and 83 State Natural Areas

TDEC has 2,900 employees working across Tennessee supported by a total budget of more than \$300 million with funding from dedicated fees and state parks revenue, federal sources, and the state general fund. The department is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. EPA to regulate sources of air pollution, water supply, and groundwater pollution. TDEC has eight (8) regional offices across the state serving as the primary point of contact for their respective regions. The department offers a program of grants and loans to assist local communities with the development and maintenance of drinking water and wastewater infrastructure as well as solid waste disposal, waste prevention, plus programs for recycling and local enforcement; and promoting sustainable practices by individuals, communities and organizations.

**Summary & Distinguishing Features**

The Pickwick Landing State Park Manager is an Executive Service position and part of the Department's Park and Conservation Management team. The Pickwick Landing State Park Manager reports to the West TN Park Area Manager. The most important duty of this position is to ensure that the mission of Tennessee State Parks is achieved and implemented at Pickwick Landing State Park, while working within the established policies and procedures that direct the operation of the Tennessee State Parks system.

**Duties and Essential Functions**

Pickwick Landing Park Manager's primary responsibilities include:

- Oversight of 681 acres located on the shores of Pickwick Lake. Management of all resort operations that includes a 117 room inn and conference center, a restaurant, 18 hole golf course, marina, dry boat storage, cabins, campgrounds, swimming pools, gift shop, swim beach, trails and other natural resources.
- Hire, develop, evaluate, and manage efforts of 120+ full and part-time park staff to support the mission of Tennessee State Parks.

- Participate in community outreach programs and partner with local businesses and area officials to promote the park and impact economic development.
- Participate in the implementation and coordination of policies and methods for park operations. Study, review and enforce state policy and guidelines at the park level.
- Study and evaluate park operations and makes recommendations/decisions on measures of accountability, and provide for evaluation of quality and feasibility of operations and programs.
- Assist the park with interpretive programming goals, marketing and promotional activities, special event coordination and facilities/maintenance management.
- Work closely with the Friends of Pickwick Landing State Park who support the park through fundraising and special events.
- Establish performance measures for operations and programs that allow for effective measures of accountability, and provide for evaluation of quality and feasibility of operations and programs.
- Administration of an annual operating budget of \$5.2 million and projected revenues in excess of \$4.5 million.
- Plans, organizes and directs park operations and services as it relates to the mission of TN State Parks.

### **Competencies**

- Proven strategic leadership skills – able to influence and motivate others to achieve quality results in an effective and efficient manner.
- Demonstrates a results-oriented and problem solving mentality with a strategic focus.
- Committed to outstanding customer service.
- Competent at leading high performance teams. Able to influence and motivate others to achieve goals of the park. Experienced as a coach and mentor for a team with diverse levels of expertise.
- Exhibits strong interpersonal skills with people at all levels within an organization, the public, state and local officials, and external stakeholders.
- Effective oral and written communications skills; ability to present complex topics effectively in a concise manner.

### **Qualifications**

Qualified candidates should possess a Bachelor's degree from an accredited college or university with a bachelor's degree in one of the following areas: Natural or Cultural Sciences, (Natural Sciences: Biology (all), Geology, Botany, Animal Sciences, etc.) (Cultural Sciences: History, Archaeology, Anthropology, etc.), Natural and/or Cultural Resource Management, Park & Recreation/Sports & Leisure), or related acceptable field; experience equivalent to four years of full-time increasingly responsible professional park and/or conservation work, of which two years must be supervisory.

Additional qualifying graduate coursework may be substituted for the required experience, to a maximum of two years, there being no substitution for the required supervisory experience. Professional park law enforcement, park management, or park interpretive work may substitute for the required education on a year-for-year basis to a maximum of four years. Basic qualifications also include continued education and certifications in Natural Resource

Management, Parks and Recreation Management and Leadership Development. It is also desired that the candidate be a State Commissioned Officer recognized by the Tennessee Law Enforcement Training Academy, or is willing to become commissioned.

**All interested candidates should submit a resume and cover letter to Beth Smith at TDEC.Careers@tn.gov.** The position will remain posted until February 6, 2015. Questions can be addressed to Beth Smith at (615) 253-5907 or TDEC.Careers@tn.gov.

**Beth Smith, Talent Management Director**  
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TDEC is an AA/EEO/ADA employer.